



THE CAMDEN
SCHOOL FOR GIRLS

Provider Access Policy



Lead Staff member:

Deirdre Toman

Link Governor:

Angela Mason

Approved by Curriculum & Staffing Committee:

May 2026

Review Date:

May 2029

Camden School for Girls: Provider Access Policy

Introduction

This policy statement sets out the school's arrangement for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the education Act 1997

Statutory requirements

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

Schools must ask each provider to provide the following information as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider) and answer questions from pupils.

Pupil entitlement

All pupils in years 8-13 are entitled:

1. To find out about technical education, qualifications and apprenticeships opportunities, as part of a careers programme which provides information about the full range of education and training options available at each transition point
2. To hear from a range of local providers about the opportunities they offer, including technical information and apprenticeships, through assemblies, taster events & PSHE career sessions.
3. To be supported in and understand how to make applications for the full range of academic & technical courses

Management of provider access requests:

Procedure

A provider wishing request access should contact: Deirdre Toman, Careers Leader

Telephone: 020 7485 3414

Email: dtoman@csg.school

For sixth form careers contact: Lydia Ellis

Telephone: 020 7485 3414

Email: lellis@csg.school

Opportunity for access

A number of events integrated into the school careers programme will offer providers an opportunity to come into school to speak to pupils, teachers & parents/carers.

	Autumn term	Spring term	Summer term
Year 7	Employer encounters	National Apprenticeship and Week assemblies and tutor time activities.	Careers in PSHE lessons. Students will learn about different careers and what skills are needed for them.
Year 8	Employer encounters	National Apprenticeship and Week assemblies and tutor time activities.	- Careers + Workplace Skills. Students will learn what work is, how salaries relate to different jobs, how to find out about jobs, the skills needed for work and jobs of the future. - assemblies and tutor group opportunities
Year 9		- Careers in PSHE lessons - KS4 options events - One to one careers meetings - National Apprenticeship and Week assemblies and tutor time activities.	Employer encounters
Year 10	- Careers in PSHE lessons - Life skills; assemblies and tutor group opportunities - Job skills workshops	- Work experience preparatory sessions - National Apprenticeship and Week assemblies and tutor time activities. Employer encounters	Year 10 Work experience
Year 11	- One to one independent careers advice. - Year 11 Conference	- Assemblies and tutor group opportunities, include information on apprenticeships, technical and academic further education.	
Year 12		- Careers in PSHE lessons - Life skills; assemblies and tutor group opportunities	- Careers Fair featuring local, national and international companies

		- Year 12 Higher Education conference with representation from a range of universities including Oxbridge, Russell Group and non-Russell Group universities, international universities and apprenticeship schemes	-Year 12 Work experience and volunteering week -Event for universities and technical colleges
Year 13	- Year 13 conference and UCAS support - Event for Universities and technical colleges - Year 13 practise interview programme		

Premises and facilities

The school will make the main hall or classrooms available for discussions between the provider and students dependent on the activity. The school will make available any specialist equipment to support any presentations given. This will need to be discussed in advance of the visit with the careers coordinator.

Any provider is welcome to send in or leave copies of their prospectus or other course literature with the Careers coordinator who will distribute it accordingly to either the careers area in the library or to relevant students/parents. The library is open to all students at lunch and break times. In addition, any extra online information or key websites could be sent to the careers coordinator to put onto the Careers google classroom.

Equality and Diversity

Access to other providers is available and promoted to allow all pupils to access information about other providers of further education and apprenticeships. Camden School for Girls is committed to encouraging all pupils to make decisions about their future based on impartial information.

Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this policy.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Monitoring review and evaluation

The Policy is monitored and evaluated annually via the Senior Leadership Team.

Approval and review

Approved 29th April 2026 by Governors at Curriculum and Standards committee

Next review May 2029

Signed Maria Kambouri (Chair of Curriculum & Staffing Governors)

Kateryna Law (Headteacher)